



## Forest Grove Board of Fire Commissioners December 26<sup>th</sup>, 2023 - Meeting Minutes

**This meeting of the Board of Fire Commissioners, District 4, Township of Franklin, Gloucester County NJ was called to order on December 26<sup>th</sup>, 2023 @ 19:00 and attended by the members noted below. This meeting was called pursuant to the provisions of the Open Public Meetings Law. This meeting was included in a list of meeting notices sent to the Courier Post newspaper, filed with the Municipal Clerk at the Township of Franklin, County of Gloucester and posted at the Forest Grove Volunteer Fire Company.**

### **1. Members Present**

- X Andrew Bellone Jr. - Chairman**
- X Samuel Scapellato - Vice Chairman**
- X Mykola “Nick” Myronowskyj - Secretary**
- X Joseph Scapellato - Treasurer**
- X Thomas Bellone Sr. – Commissioner**

### **Public Present & Others:**

None

### **2. Reading of the minutes of the previous meeting**

A motion to accept minutes as read was made by Samuel Scapellato and seconded by Andrew Bellone Jr. No changes to be made.

### **3. Treasurers Report & Bills against the Commission**

Joseph Scapellato reported:

Petty cash balance in the amount of \$18.50 was redeposited into the bank account as it was not spent. This is close out the end of the year with a zero balance. A new petty cash amount will be approved at the next meeting. .

The Township sent the Board a check in the amount of \$100.00 for use of the Fire Department building for the elections. The check was deposited and this amount may need to be transferred to the Fire Department for the use of the building.

The supplemental fire service grant funds were received in the amount of \$1,136.48. The check was deposited.

The Board received the final tax payment for 2023. The check was deposited.

A motion to pay all bills and to accept the Treasurers report was made by Thomas Bellone Sr., and seconded by Mykola Myronowskyj.



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### **4. Old Business**

Mykola Myronowskyj reported on the following:

Filing of documents that he can locate from 2011 and prior. The files that are being archived are being organized, then scanned and then filed.

Mykola Myronowskyj is currently on hold with the work on the Forest Grove equipment audit. The new auditors will be reviewing the report and adjusting the report for proper depreciation as required. The previous audits show many items that are no longer in our inventory and Mykola Myronowskyj will work with the new auditors to create a new list using the new inventories that have been done and are very accurate.

The MUA's for the surrounding locals that have not been completed yet will begin as soon as possible.

The Board received the town council Resolution R258-23 approval for Resolution 2023-03 Approval of the Commissioners Compensation for 2024. The information and approval Resolution was passed on to the auditor.

### **5. New Business**

Mykola Myronowskyj reported:

The insurance company questionnaire was completed and passed around for all Board members to review. This will be sent to the insurance company ASAP.

The date for the receipt of nominating petitions for 2024 elections has closed. Only 1 petition was received and logged. Andrew Bellone Jr will be seeking reelection to the Board.

The Board received notification that the 2024 budget was approved by the DCA and that we could vote to adopt. The 2024 Adopted Budget was voted on, all Commissioners voted Aye, and the 2024 Budget was passed. The budget votes were recorded on the 2024 budget package and will be sent to the auditors to upload to the FAST system.

Resolution 2023-05 to reallocate reserve fund balance to overspent budget line items was read and adopted. The vote to approve this resolution was unanimous and the measure passed.

Resolution 2023-06 to set a temporary budget for 2024 until the annual election in February was read and adopted. The vote to approve this resolution was unanimous and the measure passed.

The ballot proof for the 2024 elections was reviewed by the Board, the ballot proof was approved and will be sent to the printers ASAP.



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### 5. New Business Continued

Applications for membership have been received from the following people. All have had their background checks completed.

Robert LaPorta, Sophia LaPorta, Steven LaPorta, Kevin Chapman, Joseph Kaspar, Joseph D'Alessandro, & Richard C Crowell.

The Board signed the applications and they will be given to the Chief and President for further processing.

The engagement letter from Nightlinger, Colavita and Volpa was reviewed by the Board members and signed by Andrew Bellone Jr., Chairman. The letter will be sent to the auditor to be out on file.

### Public Comments

**Chief of the Fire Department:** Not Present

**President of the Fire Department:** Not Present

**Others:** Not Present

### 7. Adjournment

A motion to adjourn the meeting was made by Andrew Bellone Jr. and seconded by Thomas Bellone Sr.

Meeting was adjourned at 19:25 hours.

*Respectfully Submitted,  
Mykola "Nick" Myronowskyj  
Secretary of the Board  
Board of Fire Commissioners, District 4  
Township of Franklin, Gloucester County NJ*



## Forest Grove Board of Fire Commissioners December 26<sup>th</sup>, 2023 - Meeting Minutes

3:44 PM  
12/26/23  
Accrual Basis

### Franklin Township Fire District No 4 Balance Sheet As of December 31, 2023

	Dec 31, 23
<b>ASSETS</b>	
<b>Current Assets</b>	
<b>Checking/Savings</b>	
Newfield Na Bk 0505	-22,259.17
Newfield Savings 9924	789,290.15
<b>Total Checking/Savings</b>	767,030.98
<b>Total Current Assets</b>	767,030.98
<b>TOTAL ASSETS</b>	<b>767,030.98</b>
<b>LIABILITIES &amp; EQUITY</b>	
<b>Liabilities</b>	
<b>Current Liabilities</b>	
<b>Other Current Liabilities</b>	
Restricted Fund Future Cap	378,748.54
<b>Total Other Current Liabilities</b>	378,748.54
<b>Total Current Liabilities</b>	378,748.54
<b>Long Term Liabilities</b>	
Future Capital	12,000.00
Truck Loan	-95,223.90
<b>Total Long Term Liabilities</b>	-83,223.90
<b>Total Liabilities</b>	295,524.64
<b>Equity</b>	
Opening Bal Equity	44,604.16
Retained Earnings	565,377.79
Net Income	-138,475.61
<b>Total Equity</b>	471,506.34
<b>TOTAL LIABILITIES &amp; EQUITY</b>	<b>767,030.98</b>



## Forest Grove Board of Fire Commissioners December 26<sup>th</sup>, 2023 - Meeting Minutes

3:41 PM  
12/26/23  
Accrual Basis

### Franklin Township Fire District No 4 Transactions This Month As of December 31, 2023

Type	Date	Num	Name	Amount
<b>Newfield Na Bk 0505</b>				
Bill Pmt -Check	12/26/2023	13306	Action Uniform Co, LLC	-99.00
Bill Pmt -Check	12/26/2023	13307	Air Gas USA LLC	-270.83
Bill Pmt -Check	12/26/2023	13308	Bondy Oil Inc	-258.10
Bill Pmt -Check	12/26/2023	13309	Comcast (Xfinity)	-29.98
Bill Pmt -Check	12/26/2023	13310	Comcast 569	-223.33
Bill Pmt -Check	12/26/2023	13311	Dennis Allonnardo	-84.05
Bill Pmt -Check	12/26/2023	13312	Dival Safety Equipment, Inc.	-4,745.50
Bill Pmt -Check	12/26/2023	13313	DTA Solutions LLC	-125.00
Bill Pmt -Check	12/26/2023	13314	Elmer Door Co. Inc.	-506.00
Bill Pmt -Check	12/26/2023	13315	F&T Products	-255.00
Bill Pmt -Check	12/26/2023	13316	Forest Grove Fire Co	-2,658.79
Bill Pmt -Check	12/26/2023	13317	Gannett NY-NJ LocalIQ	-254.40
Bill Pmt -Check	12/26/2023	13318	Glenn Insurance, Inc.	-8,417.00
Bill Pmt -Check	12/26/2023	13319	Lee's Emergency Equipment, Inc.	-1,866.75
Bill Pmt -Check	12/26/2023	13320	M.A.S.E. Concepts	-741.35
Bill Pmt -Check	12/26/2023	13321	Mes PA	-879.00
Bill Pmt -Check	12/26/2023	13322	My-Lor Inc	-185.30
Bill Pmt -Check	12/26/2023	13323	Mykola Myronowskyj	-50.00
Bill Pmt -Check	12/26/2023	13324	Richard M. Braslow Esq.	-90.00
Bill Pmt -Check	12/26/2023	13325	Riggins	-237.73
Bill Pmt -Check	12/26/2023	13326	TransUnion	-75.00
Bill Pmt -Check	12/26/2023	13327	Twisted Metalworks, LLC	-500.00
Bill Pmt -Check	12/26/2023	13328	UAE Petroleum	-744.81
Bill Pmt -Check	12/26/2023	13329	Verizon Wireless 197	-194.16
Bill Pmt -Check	12/26/2023	13330	Vineland Ace Hardware	-2,256.54
Bill Pmt -Check	12/26/2023	13331	Vineland Auto Electric	-1,150.30
Bill Pmt -Check	12/26/2023	13332	Wheat Road Coldcuts	-255.90
Total Newfield Na Bk 0505				-27,153.82
<b>Newfield Savings 9924</b>				
Deposit	12/11/2023			1,236.48
Deposit	12/26/2023			138,120.50
Total Newfield Savings 9924				139,356.98
<b>TOTAL</b>				<b>112,203.16</b>